

RFQ – IDA - 05 EMERGENCY REQUEST FOR QUALIFICATIONS AND QUOTES:
GOHSEP Responder Lodging with Wraparound Services for Intercoastal Areas Afloat Messing and Berthing Requirement

Under authority of Governor John Bel Edwards Proclamation 166 JBE 2021, relating to emergency procurement for Hurricane Ida, an expedited timeline and process is being used for this solicitation.

Bidder's Response to Qualifications and Quotes must be submitted and received no later than **3:00 PM, CT, Tuesday, September 14, 2021** at LA State Procurement-Emergency Ops OSP-EOC@LA.GOV.

ANTICIPATED CONTRACT TERM:

- Sixty (60) Day Initial Contract, with options to extend
- Start Date: Thursday, September 16, 2021
- Open 24 hours a day

LOCATION OF WORK:

Required Address Locations:

1. Port Fourchon
2. Jean Lafitte

Other Potential Sites where flat, solid, hard surfaces are not readily available to temporarily provide base camps or other lodging capacity:

1. Terrebonne
2. Lafourche
3. Jefferson
4. Plaquemine

SCOPE OF WORK FOR CONTRACTOR:

In response to the extensive damage caused by Hurricane Ida in Louisiana, the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) and Federal Emergency Management Agency (FEMA) requires multiple commercial vessels to provide, after fitting out, as soon as possible in Port Fourche and Jean Lafitte. These vessels will provide responder lodging to support essential personnel in ongoing response and recovery missions to remain close without the catchment area to support local community services.

Contractor will provide a floating housing facility, with Berthing and Hotel Services:

1. The below requirements are for up to 100 GOHSEP approved personnel at two separate locations.
 - All meals including Boxed/bagged lunches as required
 - Drinking water
 - Wash water
 - Restroom facilities
 - Laundry
 - Power

- Climate control
- Waste disposal
- Onboard and gangway security
- Dining space(s)
- Break room(s)
- The initial requirement is needed in the following ports:

PORT	Total Bed Capacity Required
Port Fourchon	50
Jean Lafitte	50

2. GOHSEP requires delivery of the proposed vessel(s) no later than one (1) day (24 hours) after contract award. Delivery means the ship is fully operational including the ability to accept passengers.
3. U.S.-flag vessels with adequate berthing capacity to meet GOHSEP requirements will be given priority. Foreign-flag vessels permissible with U.S. crew if no U.S.-flag vessel can meet the urgent technical requirement. Foreign-flag vessels with foreign crew may be permitted in the absence of suitable U.S. options. Vessels that are not coastwise qualified cannot be used in transportation of passengers or cargo domestically.
4. Vessels of less than 50 bed capacity may be considered but only vessels with a passenger berthing capacity of one hundred (100) passengers or more will be considered technically qualified.
5. Multiple vessels are envisioned and cruise ships, offshore construction vessels, and berthing barges may all be chartered under this requirement. Draft restrictions may apply.
6. Maintain vessel classification, all applicable certificates required by - USCG (or the flag state), USCG port state controls (for foreign flag vessels), applicable international maritime conventions, and any applicable US regulations; and promptly correct all deficiencies during the period of performance of this contract. This includes, but is not limited to:
 - USCG (or equivalent foreign flag state) Certificate of Inspection
 - International Load Line Certificate
 - Safety of Life at Sea (SOLAS) Passenger Ship Certificate
 - Classification Society Class Certificates
 - Certificate of Financial Responsibility (COFR) and a Non-Tank Vessel Response Plan (NTVRP).
 - Foreign flag vessel must be able to obtain this before contract award or Notice to Proceed.
 - All officers must have current USCG or STCW required licenses, credentials and endorsements. All crew must have current USCG or STCW required credentials and endorsements.
 - All other certificates required by US regulations or international maritime conventions
 - Vessel certificates must have been issued by the flag state and/or a member of the International Association of Classification Societies (IACS).
 - If foreign flag vessel, contractor shall obtain satisfactory United States Coast

- Guard (USCG) port state inspection before contract award or Notice to Proceed.
7. Maintain all firefighting, lifesaving and emergency equipment in proper operating condition.
 8. Adequately trained and licensed and vessel officers and crew to comply with vessel certificate requirements and provide the services listed in this Statement of Work.
 - Crew must be fully trained in Lifesaving, Firefighting, crowd control, and crisis management.
 9. Messing adequate for the bed capacity of the vessel or vessels with provision for multiple meal sittings as needed. Three hot meals per day and a midnight ration for 24-hour workers is the minimum messing requirement. Vessel must arrange to provide hot dinner as late as 2030 to emergency responders who may return late to the vessel. Vessel must have capability to provide boxed lunches as required.
 10. Full linen service (including towels, soaps, shampoo - like hotel) commensurate with the total bed capacity.
 - Adequate change of linen – minimum weekly
 11. On board Laundry services for passengers as required.
 12. Housekeeping services to ensure vessel and all areas open to passengers are maintained in a clean, sanitary condition always.
 - All messing areas, sleeping areas and entertainment areas shall be cleaned daily as a minimum.
 13. Vessel must be capable of providing its own electrical power. Shore power may not be available.
 14. Purchase and arrange for fuel and potable water deliveries to the vessel in quantities required.
 15. Vessel must provide positive access control and track each arrival/departure of all passengers to ensure personnel accountability – so that Vessel Master/Person-In-Charge knows at all times who is on board and can ensure their safe evacuation in case of any emergencies.
 16. Ensure safety of all passengers at all times.
 17. Provide mandatory Vessel Safety and Familiarization Brief to all passengers within 2 hours of their first arrival on board vessel. Contractor will track this on daily basis and submit training logs to FEMA weekly.
 - The brief shall include vessel safety procedures, safety alarms, evacuation procedures, and familiarization of all vessel spaces open to passengers.
 - The brief will be designed for passengers who are totally unfamiliar with vessels and shipboard environment.
 - Contractor shall submit their Vessel Safety and Familiarization Brief for the government's records.
 18. Track berthing/messing provided on daily basis.
 - Submit daily situation reports to GOHSEP and any other docking authority to note the vessels status at a time to be designated by the Government
 19. Vessel Master/person-in-charge and Contractor's representative shall attend daily coordination teleconferences with the General Agent, CARNCOP and FEMA – at a time to be designated by the Government.
 20. Accommodation ladders/gangways must be provided, deployed with safety nets, and maintained in safe condition by the vessel.
 - Accommodation ladders/gangways shall be suitable for use by people who are unfamiliar with vessels.
 - Accommodation ladders/gangways shall be capable of being utilized safely if vessels are nested or anchored.
 21. Adequate fendering - including for nested vessels, if required.

22. Solid waste removal
23. Sewage disposal and waste water disposal (see notes on port conditions below)
24. Adequate Potable water (see notes on port conditions below)
25. Baggage handling assistance, between pier or floating platform (for anchored vessels) and state room or sleeping area, to the emergency responders being provided berthing.
26. Satellite internet with unlimited local calls with a notional capacity of approximately 1500 KBS upload and 500 KBS download speed without buffering.
27. Cable TV in passenger recreation areas, messing areas. Wi-Fi accessible internet service.
28. Vessel officers, crew and contractor personnel shall not make any statements or release any documents to the press without prior approval from the FEMA Public Affairs Officer.
29. Sufficient project management to oversee the berthing, messing, linen services, laundry, housekeeping, security, safety, vessel repairs and maintenance, and all other above noted operating requirements.

INSURANCE:

The Contractor shall purchase and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the quoted price.

A. Minimum Scope and Limits of Insurance

1. Wet Marine Hull & Protection and Indemnity (P&I), if applicable
Wet Marine hull, including towers and collision, and P&I insurance, including pollution liability, shall have a minimum combined single limit per occurrence of \$5,000,000. The American Institute of Marine Underwriters (AIMU) forms, or equivalent, are to be used in the policy form.
2. Workers Compensation
Workers Compensation insurance shall be in compliance with the Workers Compensation law of the State of the Contractor's headquarters. Employers Liability is included with a minimum limit of \$1,000,000 per accident/per disease/per employee. If work is to be performed over water and involves maritime exposure, applicable LHWCA, Jones Act, or other maritime law coverage shall be included. A.M. Best's insurance company rating requirement may be waived for workers compensation coverage only.
3. Commercial General Liability
Commercial General Liability insurance, including Personal and Advertising Injury Liability and Products and Completed Operations, shall have a minimum limit per occurrence of \$1,000,000 and a minimum general aggregate of \$2,000,000.
4. Automobile Liability
Automobile Liability Insurance shall have a minimum combined single limit per occurrence of \$1,000,000.

B. Other Insurance Provisions

1. The State of Louisiana shall be named as an additional insured as regards to negligence by the Contractor.
2. Contractor shall furnish the State with Certificates of Insurance reflecting proof of required coverage.
3. The Certificate Holder shall be listed as follows:
State of Louisiana
Office of State Procurement

P. O. Box 94095
Baton Rouge, LA 70804

C. Subcontractors

Contractor shall include all subcontractors as insureds under its policies OR shall be responsible for verifying and maintaining the Certificates provided by each subcontractor. Subcontractors shall be subject to all of the requirements stated herein.

ELECTRONIC FUNDS TRANSFER (EFT) PAYMENT

Contractor may be required to receive electronic payment of invoices through Electronic Funds Transfer (EFT). EFT payments are sent from the State's bank directly to the payee's bank each weekday. The only requirement is that you have an active checking or savings account at a financial institution that can accept Automated Clearing House (ACH) credit files and remittance information electronically. To facilitate this payment process, the Contractor will need to complete and return the EFT enrollment form which can be requested from:

DOA-OSRAP-EFT@la.gov

VENDOR ENROLLMENT:

In order to receive a purchase order, your company must be registered as a vendor with the State of Louisiana. Registration is intuitive at:

https://lagoverpvendor.doa.louisiana.gov/iri/portal/anonymous?guest_user=self_reg in order to receive payment, a W-9 must be submitted to: DOA-OSRAP-LAGOV@la.gov.

QUOTE SUBMISSION FORM: *GOHSEP Responder Lodging with Wraparound Services for Intercoastal Areas Afloat Messing and Berthing Requirement*

Bidder must provide the following information to be considered for award. No deviations to the Quote Submission Form shall be made or bid will be rejected.

Contractor should bid a lump sum weekly rate and must be all-inclusive rates that include personnel required to operate equipment, including overtime costs, and any other operational expenses such as lodging, and meals.

COMPANY INFORMATION:

- Company Name: _____
- Company Address: _____

- Contact Name/Title: _____
- Contact Email: _____
- Contact Phone Number: _____

LOCATION	WEEKLY RATE
Port Fourchon	
Jean Lafitte	

OPTIONAL LOCATIONS THAT MAY BE NEEDED:

LOCATION	WEEKLY RATE
Terrebonne	
Lafourche	
Jefferson	
Plaquemine	

The State reserves the right to award the contracts to one vendor or may award individually.